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County of Los Angeles CHIEF ADMINISTRATIVE OFFICE

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June 29, 2001

To: Supervisor Michael D. Antonovich, Mayor
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From: David E. Janssen 
Chief Administrative Officer

STATUS REPORT ON THE SERVICE INTEGRATION BRANCH

This is the third quarter status report on the operations of the Service Integration Branch (SIB) and the Policy Roundtable for Child Care. As you know, your Board approved the creation of SIB within the Chief Administrative Office to support and coordinate collaborative policy development initiatives; to assist County departments to integrate service delivery systems; and to help provide children and families with needed information.

Significant actions completed this quarter include the following:

- **Service Integration Action Plan:** The Service Integration Action Plan Kick-Off Forum was held on April 23, 2001. Over 170 individuals representing departments, agencies, collaboratives, community-based organizations, and the community, attended the event. Focus Area Workgroups began meeting in April to implement the Service Integration Action Plan.
- **County Strategic Plan Goal 5 "Children and Families' Well-Being:"** The final report was submitted to your Board on May 30, 2001. This report included guidelines for measuring progress in the five outcome areas adopted by your Board to improve the lives of children and families; a Family Focus Group Report, "Telling It As They See It," which provides insight from families receiving services on how services are delivered, and how they can be improved to be more responsive; and an analysis of four major initiatives in the County—Long-Term Family Self-Sufficiency, Maternal Child Health, Proposition 10, and the Tobacco Settlement.

For the production of this report, SIB: 1) convened a meeting on June 14, 2001, in collaboration with the Interagency Operations Group (IOG) to provide IOG member departments an overview of the County Strategic Plan, with a particular emphasis on Goal 5; 2) convened a workgroup comprised of CAO, Children's Planning Council and various health and human service departments to develop a strategy and action plan for Goal 5, Strategy 2; and 3) developed a draft strategy framework that outlines steps to be taken to incorporate the Results-Based Decision Making Model into the County budget process, including the restructuring of the Children's Budget, and the development of a Countywide performance measurement system and a small set of Countywide indicators to measure progress in achieving the five outcomes for children and families.

- **Child Care:** The contract to operationalize the California Department of Education (CDE) Centralized Eligibility List Pilot Project has been executed and the project is being implemented. The Child Care Planning Committee adopted and submitted its plan for the implementation of AB 212, to receive \$5,009,450 for retaining qualified teaching staff in CDE-funded child care and development centers. The Policy Roundtable for Child Care has confirmed twenty (20) appointments for membership, adopted bylaws, and scheduled a retreat to confirm its priorities and workplan. The Roundtable has assigned representatives to the Children's Planning Council, the Los Angeles County Children, the Families First Proposition 10 Commission, and the New Directions Task Force.
- **Child Health and Education Passport:** The Request for Proposals (RFP) was released for clearance on April 18, 2001, to the Chief Information Officer, County Counsel, Departments of Children and Family Services, Probation, Health Services, Mental Health, and the Los Angeles County Office of Education. Final approval is pending from County Counsel. AB 1119 (Hertzberg) has been passed by the Assembly and Speaker Hertzberg has amended the bill to specifically name Los Angeles County as the pilot County to implement the web-enabled passport system.
- **Out-of-home Placement Monitoring Coordination:** The first two workgroup meetings have been held and agencies are being surveyed regarding their role in the monitoring process. Results of the survey were presented to the workgroup. Information is currently being collected to conduct analysis of the assessment instruments, information systems, and data flow. A system conceptual proposal will be developed based on this information.

- **Human Services Program Space Planning:** Guidelines have been developed by County health and human service departments and the CAO to assist departments in successfully acquiring space for new and expanded programs, many of which involve the co-location of staff and programs from multiple departments. A statement of work has been developed to secure consultant services to provide planning, policy, and asset development and management expertise to guide and assist the County in the development of its strategic direction for co-location services. This document will be presented to the IOG and the New Directions Task Force.
- **Long-Term Family Self-Sufficiency (LTFSS) Evaluation, Project #46:** The contract between the CAO and RAND for the Countywide Evaluation was approved by your Board and executed. The Evaluation Design Workgroup presented RAND with recommendations for five headline and secondary indicators. The Chief Information Office gave a presentation on the Health Insurance Portability Accountability Act (HIPAA). The Workgroup is exploring data sharing capacity with the Department of Public Social Services (DPSS). The Evaluation Panel established procedures for the review and approval of project deliverables and confirmed priorities for funding requests for supplemental resources to support project evaluations.
- **CalWORKs Evaluation:** Request for Proposals for CalWORKs Evaluation Research Services was released on May 7, 2001. Forty-one RFPs were mailed out to prospective RFP bidders. Answers to all questions submitted by proposers were mailed out on May 31, 2001. A Proposer's Conference was held on May 21, 2001. Representatives from seven firms attended. No proposals were received by the due date. Reevaluation of the project plan and development of alternative measures for securing private sector involvement are in progress.

Other ongoing activities of the Branch continue to include supporting the Emergency Management Information System (EMIS), Countywide Geographic Information System (GIS) capacity development; assisting departments increase their revenue recovery; and developing a web site for providing children and families with needed information and building an interactive component for gathering agency data. Attached is a more detailed status report matrix on each of the initiatives being supported by SIB.

Focus areas for the upcoming quarter include continued implementation of Strategic Plan Goal 5 and the Service Integration Action Plan; submitting the Passport RFP and APD for State and Federal approval; reevaluating the project plan for the CalWORKs

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evaluation and assessing options for securing private sector involvement; and meeting deliverables associated with implemented project plans.

This past quarter included the first anniversary date for the creation of SIB. As instructed by your Board on May 16, 2000, the Auditor-Controller issued his one-year evaluation report on the effectiveness of SIB on May 31, 2001. If you have any questions or need additional information, please contact me or your staff may contact Walt Kelly at (213) 974-1692.

DEJ:WJK:ASD

Attachment

c: New Directions Task Force Chair
Interagency Operations Group
Interagency Children's Services Consortium
Children's Planning Council

CAO Service Integration Branch

STATUS REPORT

Strategic Planning Issues:		
ID	PROJECT	STATUS
1	<p>SERVICE INTEGRATION PLAN: On 09/20/00 and 09/21/00, SIB held a two-day Service Integration Forum. Participants included representatives from collaboratives, departments, public agencies, and community organizations. During the Forum, participants identified a number of action priorities for making the County's service delivery system more family-focused, culturally-competent, accessible, responsive, and accountable for outcomes for children and families.</p> <p>At the conclusion of the Forum, participants created an ad hoc workgroup to draft an Action Plan for achieving immediate and substantial progress toward an integrated service delivery system. On 12/7/00, the draft Action Plan was presented to Forum participants who gave input to the Plan and unanimously agreed to submit the Plan to the feedback loops and approval process recommended by the ad hoc workgroup. The Action Plan focuses on six areas: 1) Access to Services, 2) Customer Service and Satisfaction, 3) Multi-Agency Service Delivery, 4) Data Sharing, 5) Funding for Services, and 6) Pursuing Long-Term Success.</p> <p>A kick-off meeting for all workgroup members will be held on 04/23/01. Implementation of the Plan will begin in 05/01/01.</p>	<p>The Service Integration Action Plan was approved by the Board on 04/23/01. Over 170 individuals from public agencies, collaboratives, community organizations, and the community, attended the event.</p> <p>Focus Area Workgroups began meeting on 04/23/01. Process guidelines were developed and approved regarding the governance and structure of the workgroups in relation to the New Directions Task Force.</p> <p>Each of the 6 Focus Area Workgroups is meeting monthly, and all have representatives from public agencies, collaboratives, community organizations, and the community. Monthly status reports are being prepared to track completion of the Service Integration Plan.</p> <p>Nuñez Gallen-Hanover</p>
2	<p>11/16/99 BOARD MOTION: Chief Administrative Officer instructed, with the participation of the Los Angeles County Children's Planning Council, to include a section in the County's Strategic Plan dedicated to children and families which outlines how the County can better coordinate and integrate services available to this group, with a Plan to include guidelines for those departments which allocate monies to children and families that will measure the given key outcome areas, i.e., Good Health, Economic Well-being, Safety and Survival, Emotional and Social Support, Education/Workforce Readiness, for children and families for all departments. The Working Together for Children workgroup was created to accomplish this mandate from the Board.</p> <ul style="list-style-type: none"> Identified the mission, mandates, and goals of the four initiatives to be evaluated by the workgroup: Long-Term Family Self-Sufficiency, Proposition 10, Maternal Child Health, and Tobacco Settlement (11/30/00). Develop guidelines for County departments to measure the five outcome areas. Develop a section for the County Strategic Plan dedicated to children and families, which identifies how the County can better integrate services for this group. 	<p>The final report was submitted to the Board on 05/30/01. This report included the County Strategic Plan, "Children and Families' Well-Being: Improving the lives of children and families in the County; Guidelines for measuring the five key outcome areas; a Family Focus Group Report, "Working Together for Children: A Plan for the Future," which provides insight from families on how these services are delivered and how they can be made more responsive; and a list of initiatives in the County—Long-Term Family Self-Sufficiency, Maternal Child Health, Proposition 10, and Tobacco Settlement.</p> <p>Nuñez Gallen-Hanover</p>

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ID	PROJECT	STATUS
3	<p>COUNTY STRATEGIC PLAN: SIB is a member of the County Strategic Plan Steering Committee. SIB leads and coordinates implementation of the following goals and objectives outlined in the Strategic Plan.</p> <p>Goal No. 1 Service Excellence: Strategy 2 Design seamless ("One County") Service Delivery System</p> <p>Objective 1. By January 2001, CAO will identify existing services delivered in a seamless fashion.</p> <p>Objective 2. By July 2001, each department will, where appropriate, identify and prioritize services that should be delivered in a seamless fashion, and set implementation targets.</p> <p>Goal No. 3 Organizational Effectiveness: Strategy 3 Collaborate across functional and jurisdictional boundaries</p> <p>Objective 1. By January 2001, catalogue and evaluate existing areas of collaboration.</p> <p>Objective 2. By April 2001, develop structure and systems, and establish criteria, to enhance collaboration Countywide.</p> <p>Objective 3. By July 2001, identify areas of overlap and/or conflict between the mission/functions of County agencies and methods to resolve these issues.</p> <p>Goal No. 5: Children and Families' Well-Being - Improve the well-being of children and families in Los Angeles County as measured by achievements in the five outcome areas adopted by the Board; good health; economic well-being; safety and survival; emotional and social well-being; and education/workforce readiness.</p> <p>Strategy 1: Coordinate, collaborate, and integrate services for children and families across functional and jurisdictional boundaries.</p> <p>Strategy 2: Implement a system to measure progress towards improving the five outcomes for children and families.</p> <p>Strategy 3: Engage individual departments in their planning efforts toward achieving the five outcomes for children and families.</p>	<p>Goals 1 and 3 Developed inventory to tabulate and index data collected from a survey administered to all departments in December 2000. Contributed to the development of a common set of definitions for the County to use in its strategic planning work, so that all County planning processes are using the same language.</p> <p>Goal 5: Developed action plans that outline the steps to be taken and the time frame for implementation of Goal 5. Convened a meeting on 06/14/01 in collaboration with the Interagency Operations Group (IOG) to provide IOG member departments an overview of the County Strategic Plan, with a particular emphasis on Goal 5. The meeting provided key information on the Strategic Plan and facilitated linkages between departments in achieving the goals of the Strategic Plan.</p> <p>Convened a workgroup comprised of CAO, Children's Planning Council and various health and human service departments to develop a strategy and action plan for Goal 5, Strategy 2 to implement a system to measure progress towards improving the five outcomes for children and families.</p> <p>Developed a draft strategy framework that outlines steps to be taken to incorporate the Results-Based Decision Making Model into the County budget process, including the restructuring of the Children's Budget, and the development of a Countywide performance measurement system and a small set of Countywide indicators to measure progress in achieving the five outcomes for children and families.</p> <p>Margolis</p>
4	<p>SCHOOL-BASED MENTAL HEALTH SERVICES CONFERENCE: SIB is a member of a program committee comprised of a coalition of community groups and County departments that is developing a two-day conference on school-based mental health issues. The program committee is planning to include service integration as a focus of the conference.</p>	<p>Attended conference planning meetings and provide as-needed assistance in developing the conference theme and content.</p> <p>Margolis</p>

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5	<p>ENHANCE HUMAN SERVICES PROGRAM SPACE PLANNING: Work with the CAO's Asset Management and Strategy Unit and health and human service departments:</p> <p>To develop a planning process for the co-location of multi-agency health and human service programs with a particular emphasis on space planning and acquisition.</p> <p>To develop the County's strategic direction for the co-location of multi-agency services, identify ways to overcome the challenges to co-location, and formulate a comprehensive strategy to implement co-located and integrated County programs within communities.</p>	<p>Guidelines have been developed by County health and human service departments and the Chief Administrative Office to assist departments in successfully acquiring space for new and expanded programs, many of which involve the co-location of staff and programs from multiple departments. Developed statement of work to secure consultant services to provide planning, policy and asset development and management expertise to guide and assist the County in the development of its strategic direction for co-location services.</p> <p>Margolis</p>
6	<p>LEGISLATIVE ADVOCACY: Develop a legislative advocacy coalition comprised of County agency representation, Office of Child Care, Children's Planning Council (CPC), Los Angeles City Commission on Children, Youth & Families (CCF), and other groups to develop a cohesive, "One County" voice on Federal and State legislative issues related to children and families.</p>	<p>Meeting planned in July with the CAO-IGR and Children's Planning Council to begin discussions.</p> <p>Margolis</p>
<p>Countywide Information Management Enterprise Issues:</p>		
1	<p>WEB PAGE/NEWSLETTER: Design, develop, implement, and maintain Internet and Intranet Web sites for SIB to facilitate the access of information and broaden communication channels between SIB, County Collaborative partners, and the community. This project will be implemented in three phases: 1) implementation of static pages for the Internet and Intranet Web sites; 2) acquisition of required Information Technology infrastructure and applications to provide on-line surveys; and 3) development of an application for on-line document exchange/distribution.</p> <p>Phase I - SIB Web Site Static pages</p> <ul style="list-style-type: none"> • Define project scope -- 09/30/00 • Select Web site designer and submit request for service -- 11/22/00 • Submit request for required software -- 01/30/01 • Finalize SIB Web site content and specification -- 03/30/01 • Implement SIB Web site static pages -- 04/30/01 • Provide Web technology training for SIB staff 05/31/01 <p>Phase II -- SIB On-line Surveys Applications</p> <ul style="list-style-type: none"> • Prepared and submitted Business Automation Plan -- 01/25/01 • Develop specifications for on-line surveys application -- 04/30/01 • Evaluate and select the required software -- 06/15/01 • Submit application for required technology infrastructure funding- 08/30/01 <p>Phase III -- SIB On-line Document Exchange and Distribution</p> <ul style="list-style-type: none"> • Finalize on-line document exchange specifications-- 07/31/01 	<p>"Live" date for Sib Web sites is now July 16, 2001 due to delays with CAO home page. Web content was reviewed, revised, processed through appropriate clearances, and submitted to ISD between 04/5/01 and 06/5/01. This project has been delayed due to unscheduled redesign of the CAO web site and development of departmental policies and guidelines.</p> <p>Preparing proposal for the Phase II components. Evaluation and selection of the required components and submission of the application for the CIO's Information Technology Infrastructure Investment Fund will be completed by 06/15/01.</p> <p>The Web technology training required for SIB staff to maintain this Web site scheduled for mid-June has been placed on-hold and is dependent on CAO management decision on the Web Master policy for the department and its divisions.</p> <p>Aldana Truong Woodhouse</p>

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2	<p>CHILD HEALTH AND EDUCATION PASSPORT SYSTEM (CHEPS): On 02/20/01, a Board motion, instructed DCFS, in collaboration with the CIO, Probation, DMH, DHS, and the CAO, to enter into a Memorandum of Understanding for the design and implementation of CHEPS. The Board directed SIB to oversee the development and implementation of CHEPS and to report back every 60 days regarding its progress.</p> <ul style="list-style-type: none"> • Execute MOU by - 03/6/01. • Develop RFP - 04/13/01. • Finalize APD and RFP - 07/24/01 • Receive State and Federal approval of APD and RFP - 11/28/01 • Release RFP and Receive Proposals -11/29/01 • Select Contractor and Award Contract - 06/18/02 • County accepts Implementation Plan - 11/02/02 • Begin Phase I Operation of PASSPORT - 05/05/03 	<p>The Request for Proposals (RFP) was released for clearance on 04/18/01, to the Chief Information Officer, County Counsel, Departments of Children and Family Services, Probation, Health Services, Mental Health, and the Los Angeles County Office of Education. Final approval is pending from County Counsel.</p> <p>In support of our local efforts, AB 1119 has been passed by the House and Speaker Hertzberg has amended the bill to specifically name Los Angeles County as the pilot county to implement the web-enabled passport system</p> <p>Nuñez</p>
3	<p>OUT-OF-HOME PLACEMENT MONITORING COORDINATION: Partnership with ICAN, ICSC, A/C, DCFS, and CDSS to develop a systematic process for gathering and sharing real-time information among agencies responsible for monitoring out-of-home placements.</p> <ul style="list-style-type: none"> • Develop a draft action plan and conceptual model of the project. The project was presented to County Audit Committee and the ICAN Policy Committee - 11/27/00. • Convene work group - 04/30/01. • Obtain agreement on the system proposal - 05/15/01. • Develop MOU/Contract among participating agencies - 05/31/01. 	<p>The first workgroup meeting was held on 05/15/01 with the participation of the California Department of Social Services, Community Care Licensing Division, DCFS, and Probation. Agencies were surveyed regarding their role in the monitoring process, results presented to the workgroup on 06/6/01.</p> <p>Currently collecting information and conducting analysis of the assessment instruments, information systems, and data flow. A system conceptual proposal will be developed by 08/8/01.</p> <p>MOU development and execution date has been revised to 10/31/01.</p> <p>Aldana Truong</p>
4	<p>DATA PARTNERSHIPS: Partnership with the Children's Planning Council (CPC) to develop implementation plan for creating the capacity to enable policy decisions and plans to be soundly based on data, and to promote rigorous tracking of program effectiveness.</p>	<p>Project under jurisdiction of CPC, pending implementation.</p>

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5	<p>EMERGENCY MANAGEMENT INFORMATION SYSTEM: Provide information technology development and maintenance support services to access needed County, city, and State information.</p>	<p>Continued to make progress in developing an interface between EMIS and DHS Reddinet System; demonstrated application to Department of Health Services and County's EOC on 05/15/01.</p> <p>Continued to make progress in developing a module within EMIS to maintain School District information; demonstrated the application to County's Office of Education on 04/13/01, and have provided training to four districts to begin piloting the application.</p> <p>Continued to develop an interface between EMIS and the State's RIMS System; demonstrated the application to the State Office of Emergency Management (OEM) on 05/29/01.</p> <p>Downloaded a program from the Department of Commerce's National Geodetic Survey that converts state plane coordinates to latitude-longitude coordinates. Testing program to see if it can be used to provide the State with latitude-longitude coordinates for their RIMS application.</p> <p>Met with Sheriff's Bureau to discuss implementation of a new set of servers at the Sheriff's Data Center to support replication capabilities at the EOC, as required. Created a map used by Sheriff Baca and Mayor Antonovich for a press conference at the EOC. The map depicted Southern California Edison power outage groups.</p> <p>Continued to update the reporting district, airport, aqueduct, and watershed coverage based on hardcopy maps originally put out by Public Works, and created coverage to show the location and shape of all landfills in the County.</p> <p>Made major modifications to the Thomas Bros: 1) updated the hydro-line layer by adding names to every stream named by the USGS on their topographic maps, 2) altered arcs to conform to those on the topographic maps in some cases, and 3) added streams.</p> <p>Continued to modify EMIS GIS and TriNet ShakeMap application, to allow user to select which incident types to view. Revised some buttons in EGIS to make them easily recognizable.</p> <p>Zarifian</p>

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6	<p>GIS DEVELOPMENT: Develop systems for various departments and provide information technology support to the County Emergency Operations Center (EOC), Registrar Recorder, CAO, and other County departments.</p>	<p>A variety of maps and data products were produced including maps for the Registrar Recorder over/under voting lawsuit, map editing software for 2000 Census Tract updates, and maps for the First, Third, and Fifth Districts. Fonda-Bonardi</p>
7	<p>THOMAS UPDATING SYSTEM (TUS): A multi-agency (DPW, Registrar of Voters [ROV], Fire, Assessor, USPS) effort to update the Thomas Bros. Street file, ROV PIF/GIFm and USPS Zip+4 to create complete, current, and accurate files for all departments.</p>	<p>DPW successfully installed the TUS check-in system; this is designed to allow authorized users check out a TUS editing file, edit it, and check it back in. TUS editing software with its corresponding data was declared operational and installed at DPW. UR staff is training DPW and Registrar Recorder staff in its use. The software has proved to be user-friendly and the screens are very pleasing to the eye. The above accomplishments are major milestones that will enable the construction of a current, complete, and accurate Countywide street map. Fonda-Bonardi</p>
8	<p>LTFSS PROJECT #37: Creation of digital boundaries containing public school enrollment areas. Prepare MOU and develop work plan to complete school attendance areas for all middle school and elementary school in Los Angeles County (MOU target date: 4/27/01).</p>	<p>Created datasets showing the attendance areas of all public elementary and middle schools in the County. UR has contacted all the school districts involved, and received attendance areas from approximately 70 percent of the Districts. Approximately 50 percent of the elementary and middle school attendance areas have been digitized, and all high school attendance areas have been digitized. Maps developed for Pomona and Los Angeles Unified School Districts to analyze the number of families served by multiple agencies in the attendance area and within one, two, and three mile radiuses. Bannister Dale/Campbell</p>
9	<p>CENSUS SUPPORT: Answer Census-related and demography-related questions from County agencies, cities, and the public.</p>	<p>Fielded a rising tide of Census-related questions from Cities, academics, and public agencies; UR representatives attended the 15th Annual USC Demography conference and attended a meeting at SCAG to help organize the redrawing of Public-Use Microsample Statistical Areas (PUMAs). Fonda-Bonardi Joshi</p>

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10	<p>BOARD OF SUPERVISORS REDISTRICTING: Project to create GIS system and supporting demographic, Census tract, electoral (voting) and financial data for April 2001 redistricting of Supervisorial Districts.</p>	<p>Converted preliminary 2000 census tracts to Thomas Guide Digital Edition (TGDE) format for the Redistricting Workgroup's website and converted reporting districts and stations to TGDE format. Provided socio economic data on income, assessed value, and employment for public release of background data. Provided ongoing GIS support to Board offices, Boundary Review Committee, and the public in the use of auto Bound, the software selected for redistricting. Assisted County Counsel with resolving anomalies and boundary variation due to errors in the original release of the TIGER files by the Census Bureau. Bannister</p>
11	<p>ECONOMIC DATABASE DEVELOPMENT: Project to create demographic, employment, and economic change (growth) database for Los Angeles County and the Southern California Region.</p>	<p>Proposal made to the SCAG to prepare employment estimates at a Census Tract level for the six counties they serve. Prepared employment study for Employment Development Department. Prepared study on the Sales Tax in a 2-, 6.25-, and 12.5-mile radius around a specific intersection in Altadena for the Community Development Department. Bannister</p>
<p>Evaluation Services:</p>		
1	<p>LONG-TERM FAMILY SELF-SUFFICIENCY (LTFSS) EVALUATION: Evaluate the contribution of the LTFSS Plan as a whole and its 46 subsidiary projects in helping CalWORKS and other low-income families in Los Angeles County achieve long-term family self-sufficiency. Project deliverables are:</p> <ul style="list-style-type: none"> • Evaluation Design - 09/30/01 • Board Approval of Design, Implementation Plan, and MOU - 12/05/00 • Complete Request for Proposal and Board Approval of Contract - 04/17/01 <p>Countywide Project Deliverables</p> <ul style="list-style-type: none"> • Indicator and Data Source Document - 07/20/01 • Baseline and Story Behind Baseline Document - 10/01/01 • Utility of the Service Delivery and Planning Framework - 12/06/01 • Countywide Evaluation Report - 02/28/02 <p>Project Deliverables for projects implemented prior to 12/05/00*</p> <ul style="list-style-type: none"> • Confirmation of Logic Model - 03/05/01 • Confirmation of Performance Measures - 03/30/01 • Data Sources Document - 05/31/01 • Baseline Data Collection and Storytelling - 07/31/01 • First Semi-Annual Project Evaluation Report - 10/31/01* 	<p>The Board approved a Contract between the CAO and RAND for the Countywide Evaluation on 4/17/01. The Evaluation Design Workgroup met on 03/28/01, 04/25/01, and 5/30/01. The Workgroup presented RAND with recommendations for five headline and secondary indicators. The Chief Information Office gave a presentation on the Health Insurance Portability and Accountability Act (HIPAA). The Workgroup is exploring data sharing capacity with the Department of Public Social Services (DPSS). The Evaluation Panel met on 3/5/01, 4/2/01, and 5/7/01. The Panel established procedures for the review and approval of project deliverables and confirmed priorities for funding requests for supplemental resources to support project evaluations. Consultation sessions with LTFSS projects provided to enhance their evaluation plans. SIB made a presentation on the LTFSS Evaluation Design to 28 DPSS Division Chiefs and their staff on 04/30/01. Webber-Christmas</p>

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2	<p>CalWORKs PERFORMANCE MONITORING AND EVALUATION: Evaluate and monitor performance of local implementation of CalWORKs relative to reducing dependence of needy parents on government benefits by promoting job preparation, work, and marriage.</p> <ul style="list-style-type: none"> • MOU between CAO and DPSS executed - 01/23/01. • Prepare final draft of Community Impacts report - 4/20/01. • Develop RFP - 03/15/01. • Release RFP for clearance by County Counsel, Risk Management, DPSS and Auditor-Controller - 03/30/01 • Release request for proposals - 05/7/01. • Evaluate bids and select contractor - 06/25/01. 	<p>Request for Proposals for CalWORKs Evaluation Research Services was released on 05/07/01. Forty-one RFPs were mailed out to prospective RFP bidders. Answers to all questions submitted by proposers were mailed out on 5/31/01. A Proposers Conference was held on May 21, representatives from seven firms attended. No proposals were received by due date.</p> <p>Began initial planning for the Welfare-to-Work Report 2A. Final draft of the Community Impacts report entitled "A Window on Welfare Reform—Recent Impacts on Families and Communities in Los Angeles County" was completed and submitted for proofreading on 05/16/01. A Statement of Work for the Operational Practices 2A report and a newspaper advertisement to solicit resumes from prospective contractors was completed on 05/24/01. On 06/05/01, started to process DPSS' welfare case data for the Welfare-to-Work report. On 06/06/01, DPSS provided GAIN data for use in the CalWORKs Evaluation.</p> <p>Presentation made to the Children's Planning Council Data Committee on the CalWORKs evaluation research. Attended a meeting of the Southern Counties Research and Data Collection Group regarding welfare reform.</p> <p>Moreno</p>
3	<p>RAND LOS ANGELES FAMILY AND NEIGHBORHOOD SURVEY (L.A.FANS):</p> <p>As part of an agreement with the RAND Corporation approved by the Board on 06/13/00, RAND will survey 500 CalWORKs families for use in the Evaluation of CalWORKs.</p> <ul style="list-style-type: none"> • Technical report describing Wave I survey methods, fieldwork, and documentation of survey data - 05/31/01. • Tabulations of the characteristics of the 500 additional CalWORKs cases - 06/15/01. • Preliminary survey tabulations from Wave I in poor and very poor strata (neighborhoods in the 10-14th percentiles and in the lowest percentile of household income) - 06/30/01. • Final report and tabulations comparing the 500 cases with the rest of the L.A. FANS sample of 2,750 cases - 06/20/01. • Final survey tabulations from Wave I in poor and very poor strata (neighborhoods in the 10-14th percentiles and in lowest percentile of household income) - 06/30/01. 	<p>The first deliverable from the L.A. FANS survey was received on 06/01/01. This technical report describes Wave I survey methods, sampling methods, fieldwork procedures and general survey documentation. RAND has requested a second extension of all other remaining deliverables. Contract status under review by County Counsel.</p> <p>Moreno</p>

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4	<p>WELFARE-TO-WORK TRANSPORTATION PLAN: Provide consulting services based on transportation needs assessment of CalWORKs participants for Phase II of the Welfare-to-Work Transportation Plan.</p>	<p>At the request of Los Angeles Times reporter Dan Gordon, a document addressing technical questions regarding the transportation needs assessment was completed on 04/13/01.</p> <p>At the request of the Third District, technical consulting services are being provided to the Valley Care Community Consortium Transportation Committee to prototype the use of TranStar in Service Planning Area 1.</p> <p>Moreno</p>
5	<p>REAUTHORIZATION OF TANF: Work with DPSS to provide research and evaluation support to strengthen the County's case to continue funding the TANF block grant beyond 09/30/02.</p>	<p>No activities during this period.</p> <p>Moreno</p>
<p>Support and Coordinate Collaborative Policy Development Initiatives:</p>		
1	<p>5/16/00 BOARD MOTION: Report to the Board with information on policies recommended by County committees/commissions to County departments relating to children's issues. The report will identify areas of overlap and those groups who have worked, or are working, on issues related to children and families.</p> <ul style="list-style-type: none"> • Submit Report to Board - 09/13/00. 	<p>In preparation of meeting with committee/commission representatives, further analysis underway to identify similar and related policy recommendations among groups. This analysis will assist with evaluating need for coordination and/or collective strategic planning.</p> <p>Williams</p>
2	<p>NEW DIRECTIONS TASK FORCE (NDTF): Created for the purpose of reviewing the current structure of the County's service delivery system with the goal of designing a seamless social services delivery model that maximizes Federal, State, and local revenue; and to keep the Board apprised of initiatives and developments as they occur (Knabe, 06/17/97) NEW DIRECTIONS TASK FORCE (NDTF).</p>	<p>HOUSING COORDINATION TASK FORCE (HCTF)</p> <p>Based on the recommendations contained in the HCTF report that was presented by Carlos Jackson, CDC, to the NDTF on 03/13/01, the NDTF directed the reconvening of the Housing Coordination Task Force to develop recommendations for securing special needs housing in Los Angeles County and identify short-term goals. Policy recommendations were formulated and approved by NDTF, creating the Special Needs Housing Alliance.</p> <p>FAITH-BASED ORGANIZATIONS COLLABORATION COUNCIL (FBOCC)</p> <p>An ad-hoc IOG group (which also included County Counsel and the Office of Small Business) met to confirm support for FBOCC workplan. The final document is scheduled for presentation to NDTF on July 10.</p> <p>Pineda/Castillo</p>

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3	<p>INTERAGENCY OPERATIONS GROUP (IOG): Mission: The IOG will promote the County's vision for children and families by accelerating the implementation of, and generating solutions that will remove operational barriers to integrated services.</p> <ul style="list-style-type: none"> • GOAL I. Increase County Staff's knowledge of other agencies' systems, missions, language, disciplines, and funding streams; and develop managers and staff committed to collaboration and integrated services. • GOAL II. Support Change within IOG member agencies to achieve the IOG mission. • GOAL III. Maximize opportunities to improve outcomes through service integration. • GOAL IV. Promote and support community-based assessment, planning and evaluation. • GOAL V. Serve as an interagency problem solving body that generates solutions to operational barriers. 	<p>IOG approved LTFSS Annual Report; 18-month Workplan; funding for Service Integration Action Plan Consultant Support; draft FBOCC Workplan; and funding for SIAP Community Vice-Chair(s). Report on Special Needs Housing also reviewed by IOG and recommendations for implementation of Sid Gardner report on decentralization also presented to NDTF.</p> <p>Pineda/Castillo</p>
4	<p>IOG PLANNING AND RESEARCH WORKGROUP: Identify opportunities to better coordinate County departmental planning processes that involve community input or participation.</p>	<p>An ad-hoc workgroup met to discuss the Community-Based Planning Survey and to develop a strategy to enhance community-based planning conducted by IOG member agencies via increased communication and integration of planning efforts.</p> <p>Pineda/Castillo</p>
5	<p>IOG FUNDING FOR SERVICES WORKGROUPS: – Develop knowledge and identify opportunities for leveraging funding across service delivery systems.</p> <ul style="list-style-type: none"> • GOAL I. Identify funding streams in each department/agency. • GOAL II. Compile/harvest lessons learned in successful projects, which have maximized funding by leveraging funds to enhance/expand the program. • GOAL III. Identify opportunities to match/leverage funds between departments/agencies, as well as using outside funds such as Prop. 10 Federal/foundation funds and grants. • GOAL IV. Develop guidelines for interagency funding. 	<p>The first meeting of the Workgroup took place 05/09/01. Workgroup is undergoing additional membership recruitment process. John Naimo, Auditor-Controller, selected to serve as Workgroup co-chair. Obstacles identified for achieving integrated funding and list of actions and goals for overcoming said obstacles created. A Funding Streams Sub-Committee was created. The Sub-Committee reviewed various funding matrices and inventory documents as possible models for the creation of a funding matrix that will reflect funding information of the health and human service departments. The matrix will be useful for identifying opportunities to leverage funding, creating awareness of services available within County departments, and providing clarity of information related to funding.</p> <p>Pineda/Castillo</p>

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6	<p>IOG COMMUNITY RELATIONS WORKGROUP: Strengthen relations between the IOG and community-at-large (SPA/AIC Councils, Departmental Representatives, Conveners, etc.).</p>	<p>Committee reviewed initial FBOCC Workplan and made comments. It was referred to the full IOG as a whole for discussion and guidance on how to proceed.</p> <p>Pineda/Castillo</p>
7	<p>CONFIDENTIALITY OPINION: On 09/12/00, NDTF asked SIB to convene an interagency workgroup of representatives of NDTF agencies and County Counsel to address confidentiality issues to achieve the Board's vision of a seamless services delivery system. On 09/26/00, a formal request was sent to County Counsel.</p>	<p>County Counsel's formal opinion was received on 05/15/01. The opinion stated that there is no legal prohibition to share aggregate data; the sharing of some case and service data may be possible through a combination of signed releases and court orders; and State and Federal legislation would be necessary to share data to the full extent that is desired.</p> <p>The opinion will help departments and collaboratives develop strategies for determining the actions to take when they require data from multiple departments/agencies. The Service Integration Action Plan Data/Information Sharing Workgroup as well as others are reviewing the opinion</p> <p>Nuñez Fujii</p>
<p>Assist County Departments Integrate Service Delivery Systems:</p>		
1	<p>CHILDREN AND FAMILY PROGRAMS: Conduct inventory of existing programs and services to determine possible duplication, overlaps, and gaps.</p>	<p>Inventory complete, currently being shared with a few of the focus groups for the Service Integration Action Plan.</p> <p>Williams</p>
2	<p>JURY ONE-STEP SUMMONSING SYSTEM: Complete the conversion of 29 of the 35 County courts to the One-Day, One-Trial (ODOT) jury system.</p> <ul style="list-style-type: none"> • By 03/01/01, results on the ODOT Financial Hardship Study will be presented. • By 04/01/01, a study and its finding on jury yield, mileage traveled. • By 04/01/01, eight more courts will be added to the ODOT system. • By 06/01/01, a second analysis on the jury yield, mileage, and demographics. • By 09/01/01, five more courts will be added to the ODOT system. 	<p>Completed the implementation of Huntington Park and South Gate Courts to the new One-Trial (One-Step) System for a total of 22 of the 35 courts.</p> <p>Also, a jury challenge on the Hispanic representation in Van Nuys has prevailed with the ruling favoring the Superior Court.</p> <p>Doan</p>

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3	<p>JURY RESEARCH AND EVALUATION: Participate in an evaluation study to assess the impact of implementing ODOT in the County.</p>	<p>Juror, Summons, and service data have been extracted and forwarded to Rand to test the model. During April, travel time data by Transportation Analysis Zones and demographic data were compiled for use in the One-Day One-Trial study.</p> <p>Doan Moreno</p>
4	<p>CALIFORNIA CHILDREN SERVICES/MEDS MONTHLY EXTRACT-MATCHING: Update special program of eligibility status codes.</p>	<p>Ongoing monthly process to match CCS patients to MEDS. Completed the May 2001 run on 05/11/01.</p> <p>Chen</p>
<p>Revenue Recovery:</p>		
1	<p>DMH MEDI-CAL MATCH COLLECTION: Identify revenue recovery opportunities for unbilled accounts.</p>	<p>Ongoing process to match DMH unbilled accounts of patients against the MEDS file; \$387,758.67 collected in February and \$274,759.43 collected in March, 2001; \$3.4 million collected year-to-date. Prepared a summary of issues with the two-month moratorium requested by Department of Mental Health and providers.</p> <p>Chen</p>
2	<p>DHS MEDI-CAL MATCH COLLECTION: Implement new Name-Matching procedures on Medi-Cal delinquent accounts.</p>	<p>Ongoing process to match DHS delinquent accounts of patients against the State Medi-Cal Eligibility History file; collected \$18,350.74 in May of 2001; collected \$381,214.59 year-to-date.</p> <p>Chen</p>
3	<p>STATE BOARD OF EQUALIZATION (SBE) AUDITING: An ongoing project to geocode company addresses to establish legal location that allows the County to audit the State Board of Equalization (SBE) for misallocated sales and use tax revenues.</p>	<p>Quarterly geocoding of business addresses to recover misallocated sales tax revenues in FY 2000-01, revenue recovered to date—\$1.44 million; total collections for third quarter is \$457,760; fourth quarter is currently being processed. We are estimating collection of \$283,606.54 for the fourth quarter.</p> <p>Mehrtash</p>

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Child Care Issues:

ID	PROJECT	STATUS
1	<p>CHILD CARE PLANNING COMMITTEE: Charged with implementing the local child care planning mandates of the Education Code, Sections 8499-8499.7. The legislation establishing this section of the Code states that "local child care and development planning councils shall provide a forum for the identification of local priorities child care, and the development of policies to meet the needs identified within those priorities." There are 14 specific tasks outlined in the Education Code.</p> <p>The mission of the Committee is to engage parents, child care providers, allied organizations, community, and public agencies in collaborative planning efforts to improve the overall child care infrastructure of Los Angeles County, including the quality and continuity, affordability, and accessibility of child care and development services for all families.</p>	<p>The Board approved the contract to operationalize the California Department of Education (CDE) Centralized Eligibility List Pilot Project. The Committee adopted its plan for the implementation of AB 212. This legislation will make \$15 million available Statewide to retain qualified teaching staff in CDE-funded child care and development centers. Los Angeles County is scheduled to receive \$5,009,450 for this purpose. The plan was submitted to the California Department of Education on 06/07/01. The contract to implement AB 212 is anticipated to be received in July 2001.</p> <p>Malaske-Samu</p>
2	<p>POLICY ROUNDTABLE FOR CHILD CARE: Support the creation of the Policy Roundtable and establish the Office of Child Care within the CAO Service Integration Branch.</p>	<p>Twenty (20) members to the Roundtable have been confirmed by the Board; one member remains to be appointed.</p> <p>The Roundtable has assigned representatives to the Children's Planning Council, the Los Angeles County Children, the Families First-Proposition 10 Commission, and the New Directions Task Force. In addition, the Roundtable has completed its bylaws and is planning a retreat in July.</p> <p>Malaske-Samu</p>
3	<p>FIRST SUPERVISORIAL DISCRETIONARY FUNDS: Supervisor Molina has targeted \$950,000 of her discretionary funds for child care providers to expand their capacity to serve children aged 0 to 2 years.</p> <p>PROJECT IS COMPLETED</p>	<p>Supervisor Molina held an award ceremony at a child care provider's home on 10/16/00. All 20 funded providers attended the event. Contracts were signed by all providers and checks have been issued by the Auditor-Controller.</p> <p>Nuñez</p>
4	<p>THIRD DISTRICT VAN NUYS CIVIC CENTER CHILD CARE CENTER: Identify host departments and facilitate development and implementation of operator contract.</p>	<p>Met with representatives of the Third District and Superior Court and confirmed that this program will function as an employee child care program with a lead department and advisory committee. A Child Care Request for Proposal document has been prepared for general use and customization as needed.</p> <p>Malaske-Samu</p>

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5	<p>EMPLOYEE CHILD CARE STRATEGIC PLAN: Implement actions to enhance the availability of child care for County employees including enhanced information awareness and needs assessment.</p>	<p>The Child Care Task Force that contributed to the strategic plan for employee child care services merged with the Child Care Committee negotiated by SEIU 600. This new Labor-Management Child Care Task Force includes union, department, and Board Office representatives. This Task Force provided input on implementing the strategic plan. The Task Force met on 4/30/01 and provided input on an employee child care brochure, text for an Intranet Web site on child care, and the geographic analysis to identify areas of high need for employee child care services. The materials reviewed in April were finalized at 6/20/01 meeting. Malaske-Samu</p>
<p>Community of Care Project:</p>		
1	<p>MACLAREN CHILDREN'S CENTER (MCC) MANAGEMENT STRUCTURE ENHANCEMENTS: Develop and implement new organizational design and management report to achieve Board Ordinance for integrated service delivery.</p>	<p>The new organizational design was put in place effective 04/16/01. The new Administrative Services Manager and General Services Manager joined the MCC management team.</p> <p>Performance management goals are completed and have been implemented.</p> <p>Robbins Torres</p>
2	<p>CRISIS STABILIZATION UNIT (CSU) – Mental Health Contractor, Therapeutic Behavior Services (TBS), provides specialized services for up to twenty-three (23) hours to prevent children on the border of being admitted to a psychiatric hospital from an actual admission.</p>	<p>The Crisis Stabilization Unit (CSU) opened on 05/2/01. The 30 days of services were limited to weekdays only from 7:00 a.m. to 11:30 p.m. The CSU is currently open 24-hours-a-day on weekdays only. Services on the weekends will begin on 06/30/01 from 7:00 a.m. to 7:00 p.m. until additional staff is hired.</p> <p>TBS is currently servicing 14 children on a one-to-one basis. MCC is evaluating all children with behavioral problems for possible enrollment. This service will also be linked to the 23 hour Urgent Care Services.</p> <p>Robbins Torres</p>

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3	YOUTH LAW CENTER LAW SUIT	<p>On 3/13/01 the Judge ruled in favor of the Youth Law Center. MCC has been instructed to complete and submit an application to the State for a Group Home License. The license application was submitted on 06/15/01 and is awaiting approval of a one (1) year provisional license.</p> <p>Robbins Torres</p>
4	MACLAREN CHILDREN'S CENTER RECONFIGURATION PROJECT	<p>The consultant has submitted several proposed configuration plans for MCC. The reconfiguration committee is currently reviewing the proposed plans.</p> <p>Robbins Torres</p>
5	BEHAVIORAL ASSESSMENT TO THE REGIONAL CENTER CHILDREN AT MCC	<p>On 05/01/01, a Regional Center liaison (Karen Ellis) was hired to coordinate the assessment process with Lanterman State Development Center for all Regional Center Clients residing at MCC.</p> <p>Robbins Torres</p>
6	MACLAREN ARREST COMMITTEE: This committee is headed by Judge Friedman regarding children from MCC being sent to Probation Detention Facilities.	<p>A meeting was held on 04/08/01 with Judge Friedman, Judge Nash, Probation, El Monte Police, DCLS and MCC to discuss the circumstances in which a child would be sent to Probation. The possibility of other options was also discussed. As a result of this meeting, four subcommittees were created to review different aspects of the overall process of children being arrested.</p> <p>A tour of MCC by Arrest Committee is scheduled for 06/21/01. A follow-up meeting to 6/8 is scheduled for 06/29/01.</p> <p>Robbins Torres</p>
7	EDUCATION SYSTEM	<p>Judge Friedman is currently reviewing all school systems within the probation camps, halls and MCC. Regular meetings are scheduled for every Wednesday afternoon.</p> <p>Robbins Torres</p>

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2	<p>INTERAGENCY CHILDREN'S SERVICES CONSORTIUM: Implement Wraparound approach for providing community-based services and represent CAO.</p>	<p>RFP Wraparound Phase II released 04/25/01. Written RFP questions received and responded to in compliances with RFP announcement guidelines. Two bidder conference meetings where held on 05/03/01 and 05/16/01. Three RFP Wraparound Phase II proposal evaluation teams and backups were established, and provided evaluation training on 06/13/01.</p> <p>A total of 11 RFP Wraparound Phase II proposals were received by 06/15/01, deadline. All eight Service Provider Areas are represented by RFP proposals submitted.</p> <p>Evaluation of RFP proposals to be completed by 06/29/01, and results submitted to the Consortium 07/03/01. Contract awards targeted for 09/01. Master training schedule for new Wraparound agencies is in development to support Wraparound Ramp-up with target date of 08/15/01.</p> <p>Talamantes</p>
<p>SIB Operational Issues:</p>		
1	<p>STAFFING ISSUES: Fill SIB positions and secure needed space and training. Awards submission, one for California State Association of Counties (CSAC) and one for Productivity and Quality Awards Program.</p>	<p>Filled six positions, remaining positions to be filled include 2 for the Office of Child Care, 2 for LTFSS, one for CalWORKS research evaluation positions, and 4 Urban Research positions. Initial training on Project Management Fundamentals and Project 2000 completed.</p> <p>CSAC and Productivity and Quality Award applications submitted.</p> <p>Medina</p>

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2	<p>INTERNAL INFORMATION TECHNOLOGY:</p> <ul style="list-style-type: none"> • Implement master calendar in GroupWise -10/26/00 • Developed Management Assignment Tracking System (MATS) application - 2/15/01. • SIB shared drive - 1/8/01. 	<p>Enhancements to the MATS user interface and new reports will be implemented on 06/18/01.</p> <p>The new SIB server hardware components arrived on 05/1/01, and the server was assembled by 05/07/01. Delivery of software components began on 05/02/01; critical component not delivered until 05/24/01. System administrator is working on the configuration and setup of the new server; testing will be performed before implementation. An assessment of the computer room furniture was conducted, and a request to upgrade the furniture in order to optimize space and meet hardware installation requirements will be submitted by 06/11/01.</p> <p>The migration to the new SIB server will start on 07/10/01.</p> <p>Gonzales Aldana Truong</p>
3	<p>CENTRALIZED DOCUMENT TRACKING SYSTEM: Create a centralized filing system to track project documentation for SIB which provides accessibility for SIB staff and County auditors.</p>	<p>Tracking system is in place and year one audit is complete. Documentation will continue to be collected on an ongoing basis.</p> <p>Williams</p>